

# **WESTFORD PARKS & RECREATION COMMISSION**

## **AGENDA – Draft- REVISED**

Monday, November 14, 2011

6:30P.M.

Parks, Recreation, & Cemetery Dept  
35 Town Farm Road

### **6:30P.M. Open Forum - Citizen Participation**

This portion of the meeting is for citizens to communicate ideas or concerns to the commission regarding parks and recreation issues WHICH ARE NOT RELATED TO SPECIFIC ACTION ITEMS on the agenda. Speakers are limited to 10 minutes. Individuals desiring more time should contact the Commission Chair two weeks prior to the next scheduled meeting and request to be placed on the agenda. The public is encouraged to comment on the need for parks and recreation programs and facilities, as they perceive them.

### **6:32 P.M. I Approval of Meeting Agenda**

### **6:33 P.M. II Approval of Meeting Minutes**

### **6:45P.M. III Projects/Tasks & Ongoing Agenda Items**

1. Community Fields Project
  - a. WA
    - i. Outstanding items - track
    - ii. Final billing
  - b. Nutting Road
    - i. Review and awarding of bid
      1. Gale Recommendations
      2. Lowest three bidders
      3. Alternate #1, Alternate #2
2. Stepinski/American Legion
3. Bruce Freeman Rail Trail
  - a. Phase 2A – contract signed
    - i. Identifying two potential sites for parking in Westford  
BOS meeting October 25, 2011
  - b. Eagle Scout project – kiosk, benches
  - c. Work on trail by Trail Stewards
4. EBC

### **7:45P.M. V Reports/Updates**

1. Public Works Initiative - Gus
2. Budget/financials – Pat
  - a. Budget Hearing November 17 – 7PM
    - i. Commission attendance
    - ii. Enterprise budget reduced 13%
3. Programs update – Sandra
4. Parks, grounds, facilities - Pat

### **8:00 P.M. VI Old Business**

1. American Legion ball fields access to 7 River St property  
Matthew Waterman, P.E. Land Tech Consultants – revised plan

### **8:20 P.M. VII New Business**

### **8:30 P.M. Next Meeting Date and Adjournment**